

AGREEMENT

BETWEEN

THE BOARD OF EDUCATION

SCHUYLER INDUSTRY DISTRICT 5

AND THE SCHUYLER-INDUSTRY EDUCATION ASSOCIATION

2024-2027

The word "PRIDE" is written in a bold, sans-serif font. The letters "P", "D", and "E" are purple, while the letters "R", "I", and "D" are yellow. The letter "I" is positioned slightly below the "R" and "D".

ARTICLE I	Recognition	2
ARTICLE II	Negotiation Procedures	3
ARTICLE III	Association Rights	4
ARTICLE IV	Seniority	6
ARTICLE V	Working Conditions	7
ARTICLE VI	Grievance Procedure	11
ARTICLE VII	Leaves of Absence	14
ARTICLE VIII	Notification of Assignment	19
ARTICLE IX	Teacher Evaluation	20
ARTICLE X	Salary and Benefits	22
ARTICLE XI	Terms of Agreement	28
Appendix A	2024-2027 Salary Schedule	29
Appendix B	Extra Duty Schedule/Info	31

## **ARTICLE I RECOGNITION**

The Board of Education, School District No. 5, Schuyler-Industry, hereinafter referred to as the Board, hereby recognizes the Schuyler-Industry Education Association IEA/NEA, hereinafter referred to as the Association, as the exclusive and sole agent for all full- and part-time regularly employed certified teachers, with the exception of the substitute teachers, Superintendent, Principals, and Psychologist.

All part-time teaching personnel shall receive a prorated share of fringe benefits. Part-time employees shall be eligible for Board-issued health insurance at their own expense.

A certified employee that is employed for 2 quarters or more shall not be considered a substitute and must be placed on the salary schedule with benefits and wages that are commensurate with full-time employees. No part-time or certified employee shall bargain their own wages and benefits.

If the certified employee is a TRS annuitant (retiree), the district shall place the employee on the last step of the schedule and the column placement must reflect the education credentials of the retiree. If the employee is enrolled in any health insurance benefit from outside the district (THIS, Medicare, etc.), the district will pay the bargained premium rate as part of the employee's compensation package. If the employee is not enrolled in outside insurance, then they will be enrolled in the district health insurance program.

In the event that the district is hiring a retiree for a need-based position, the district will file the necessary paperwork for the Retiree Return to Work program. The retiree will be held harmless from any failure of the district to file the appropriate forms with the Regional Office of Education and any other entity.

All part-time and retiree wages and benefits are to be verified by the Association President prior to the district offering a retiree a contract.

## **ARTICLE II NEGOTIATIONS PROCEDURES**

- A. Each party shall elect its own representatives not to exceed seven (7) in number.
- B. Both parties agree that it is their mutual responsibility to confer upon their respective representatives the necessary power and authority to make proposals, consider proposals, make counter-proposals, and to seek tentative agreements.
- C. Tentative agreements shall be reduced to writing and initialed by the spokesperson of the respective teams at the meeting the tentative agreement is reached; and upon final agreement, the entire Contract shall be submitted to the Association for ratification and subsequently to the Board of Education for adoption.
- D. Meeting Times – Bargaining sessions shall be closed to the public. Dates of meetings shall be determined by mutual agreement. Meetings shall generally last two (2) hours, except either party may adjourn a session at an earlier time, and both parties may mutually agree to extend a session.
- E. Negotiations shall begin no earlier than April 1. All items proposed for negotiations shall be presented in writing by both parties at the first session and thereafter shall not be expanded.
- F. Both parties will present in writing their counter-proposals within thirty (30) days of the date it received the Association's initial package.
- G. If agreement is not reached within forty-five (45) days prior to the first day of school, either party may declare to the other in writing that an impasse exists and call for a mediator.
- H. If impasse occurs, the Federal Mediation and Conciliation Service shall be contacted for mediation purposes. If FMCS is unavailable for mediation services, the 1ELRB shall be notified.

### **ARTICLE III ASSOCIATION RIGHTS**

- A. The local Association President shall be furnished a copy of the following:
  - a. The District's annual financial statement
  - b. Annual Budget
  - c. Annual Audit
- B. Board Policy Manuals will be posted on the District website.
- C. With the approval of the Superintendent or Building Principal, the local Association shall be allowed reasonable use of school business equipment, except for central office equipment, provided that the use of said equipment does not interfere with instructional and/or extra-curricular programs. The Association shall purchase all supplies and materials used in the business of the Association. No school equipment will be used for political purposes.
- D. The local Association shall have the right, upon approval of the Building Principal or Unit Superintendent, to use the school buildings for meetings that do not interfere with instructional and/or extra-curricular program.
- E. An Association representative shall be allowed a total of two (2) days, with notice, to attend state and national meetings. The Association as stated above shall reimburse the District the cost of the substitute. No more than one (1) representative per day may use Association leave. Advance notice shall be given prior to the Board meeting preceding the date of attendance, in accordance with existing practice.
- F. Dues Deduction
  - a. Any teacher who is a member of the Association may sign and deliver to the Board office an assignment authorizing deduction of Association dues in the amount specified by the local. The assignment shall specify the total amount of annual and monthly dues. Such authorization and assignment shall continue in effect for the life of this Agreement unless canceled by the originating teacher.
  - b. The Board will deduct monthly dues beginning in September and continuing through May when assignment cards have been received, providing that the Board has no responsibility for collecting past or overdue dues.
  - c. The Board shall remit monthly to the Treasurer of the Association the total amount of money deducted for that period. The first such payment shall be made by September 30 of any school year and by the last day of each month thereafter. Such remittance will be accompanied by a listing of the names and teachers from whose salary the dues were deducted.
  - d. The Association agrees to indemnify and save the Board harmless against any and all claims, demands, suits or forms of liability that shall arise out of or by reason of action taken or not taken by the Board for the purpose of complying with any of the provisions of this Article or in reliance of any assignment furnished under provision of this Article.

## **ARTICLE IV SENIORITY**

The existing language shall remain in effect for the life of this contract or until changes in state law prohibit such language or require that the language be changed.

- A. Seniority shall be defined as the number of consecutive years of continuous service to the District. The following criteria shall be used in determining District seniority:
  - a. The teacher shall acquire seniority rights upon earning tenure in the District.
  - b. Continuous service shall begin from the first day upon which duties are performed;
  - c. Seniority will not accrue during any leave of absence without pay. Paid absences will not constitute an interruption of seniority.
  - d. If the teacher resigns and is subsequently reemployed in the District, consecutive years of continuous service shall accrue upon his/her re-earning tenure in the District; however, tenure will have to be reacquired.
  - e. Administrators shall retain all rights under State statutes pertaining to seniority.
  
- B. If the District seniority is equal between two (2) or more teachers as determined above, the following criteria shall be used in determining which teacher(s) shall be honorably dismissed by the Board:
  - a. Seniority shall be determined by the total number of years of teaching service to the District, regardless of whether or not the service is continuous. In determining total years of service to the District, factors concerning leaves of absence and resignation shall be determined as stated above.
  - b. If the total years of service to the District as determined above is equal, then seniority shall be determined by the teacher's approved position on the salary schedule. The teacher with the highest salary (approved horizontal position) shall have the most District seniority.
  - c. If the total years of service to the District and the approved horizontal position on the salary schedule are equal, District seniority shall be determined by a random lot selection conducted by the Board.

## ARTICLE V WORKING CONDITIONS

### A. Work Year

- a. The employment year for all teachers shall not exceed one hundred eighty (180) days, of which four (4) days may be institute days. The salary schedule shall be based on the calendar of one hundred eighty (180) days.
- b. A teacher workshop will be provided at the end of the second semester.
- c. Students will be dismissed one hour early prior to the following holidays: Thanksgiving, Christmas, Easter/Spring Break, and summer vacation. The teacher workday shall end when the students are dismissed.

### B. Teachers' Institute

- a. There will be a one-hour lunch period on all teacher Institute days that lunch is not being provided by the District.
- b. On the final institute of the school year, teachers will be afforded at least half a day to close their rooms.

### C. Arrival and Dismissal Time - The normal teacher work-day shall be seven (7) hours and forty (40) minutes, 7:45 a.m. to 3:25 p.m., unless an energy crisis requires that the work-week be altered. The teacher work-day shall begin no later than or end no earlier than the student day.

Teachers shall not be required to remain past the normal teachers' day except for the following events:

- a. Delayed Buses
- b. Teachers' meetings
- c. Curriculum meeting
- d. Scheduled appointments with parents or students
- e. Evening Parent-Teacher Conferences
- f. Emergency situations that endanger student welfare or safety, which require the employee's presence as determined by the Superintendent.
- g. In-School suspension and Saturday detention will be rotated among staff members willing to accept this duty.

Employees with extra-duty assignments shall perform their respective duties.

Institute days shall not be considered normal work days, and teachers shall not be required to stay beyond the end of the agenda of such institute.

### D. Duty-Free Lunch Period

Teachers whose duties require attendance at the school for four (4) or more clock hours in any school day shall be entitled to and be allowed a duty-free lunch period equal to the regular local school lunch period but not less than thirty (30) minutes each school day.

E. Preparation Period

- a. All full-time teachers will receive at least one preparation period per day unless the teacher has agreed to be paid for working during their preparation period. Employees will be paid according to Article V Section H (a) for supervision or teaching duties performed during contracted preparation time.
- b. Elementary School teachers shall average at least 210 minutes of preparation time per week. Administration will make an effort to ensure that preparation periods consist of not less than 30 consecutive minutes without student contact, excluding shortened student attendance days.
- c. The Middle School and High School teachers' preparation period will be equal to the length of a regular class period.

F. Student Supervision

Certified staff who, supervise students outside of the regular work day, shall be paid 10.00 per hour.

G. Building Leave

Teachers may leave the school building during the teacher's work day. Prior to leaving the building during the teacher's work day, the teacher will request and state the specific purpose of his/her leaving to the Building Principal. The Building Principal retains the authority to accept or reject any or all requests to leave the school building during the teacher's work day, excluding the duty-free lunch.

H. Payment for Preparation Period

- a. If the administration requests a volunteer to teach or perform other duties including but not limited to meetings, supervision, and testing ...the teacher shall receive thirty and 00/100 (\$30.00) for every preparation period missed. Homebound tutoring will be included in the hourly rate.
- b. An employee contracted to supervise students for seven class periods, including lunch supervision and study hall duties, will earn an additional 1/7 of his/her salary.

I. Response to Intervention (RTI)

Once the RTI district plan is adopted by the ISBE, the association reserves the right to bargain the impact of RTI on the certified staff in the district.

J. Labor Management

A Labor/Management Committee will be formed. The Committee shall consist of no more than three (3) representatives of the Schuyler-Industry Education Association, IEA/NEA, and no more than three (3) representatives of the administration/Board.

The purpose of the Committee shall be to establish a means of communication between labor and management other than the collective bargaining process. The Committee shall have no authority to negotiate but shall only be established as an advisory body to both the Board and the Association.

The Committee shall meet as necessary at mutually determined times, as determined by the President of the Association and the Superintendent of Schools. Prior to a mutually



acceptable date, the agenda shall be developed by both parties. There shall be no deviation from the agenda once it has been agreed to by the President of the Association and the Superintendent of Schools.

#### K. Just Cause

No employee shall be disciplined without just cause. Disciplinary action will be progressive, except for gross misconduct.

### **1. Progressive Discipline**

In the event of gross misconduct, the Superintendent or official designee may elect to proceed to the level of discipline he/she believes is appropriate given the circumstances of the specific case, including going directly to the Board for dismissal. Prior to this, a pre-disciplinary meeting will be held with the employee receiving at least forty-eight (48) hours notice in writing. Gross misconduct shall include such conduct as violating safety standards that threaten the safety of children, child abuse or neglect, theft, fraud, or felony convictions.

Gross misconduct shall not include being late for work, insubordination, use of profane language, or other actions deemed to be remediable and shall be handled on a progressive basis, as stated below.

- 1st offense = verbal warning in writing
- 2nd offense = written warning
- 3rd offense = unpaid leave of three (3) to five (5) days
- 4th offense = discharge

### **2. Due Process Rights**

In all disciplinary actions, the employee will be afforded due process rights, including:

- 48 hours advance written notice of the charges and the potential consequences.
- The opportunity to be represented by a union representative of their choice.

- A fair hearing before an impartial decision-maker to present evidence and arguments.
- The right to appeal the disciplinary decision to the superintendent or school board.
- During any investigation, if needed, an employee may be suspended with pay, fringe benefits and all other benefits provided by the contract, pending determination of any disciplinary action.
- Any action deducting wages as a form of discipline needs approval from the Board of Education.

### **3. Burden of Proof**

The School District shall have the burden of proving Just Cause. Any instance not previously recorded in the employee's personnel file prior to the notification of the disciplinary action shall not be used by the Board as a basis for its action.

### **REVIEW OF DISCIPLINARY FILE**

- A. After two years from the date of a Verbal Warning, if there have been no further disciplinary actions an employee may ask to meet with their supervisor and discuss removal of the warning.
- B. After three years from the date of a Written Warning, if there have been no further disciplinary actions an employee may ask to meet with their supervisor and discuss removal of the warning.

### **L. Teacher Mentor Program**

Starting in the 2024-2025 school year, the ensuing mentoring committee shall be created by the end of September 2024. The committee shall assemble and create a handbook and procedures in the fall of 2024. A pilot program shall have a tentative start date of January 2025 with full implementation by the 2025-2026 school year. Timelines can be adjusted by mutual consent of both parties.

A. Beginning Teacher Mentor and Orientation Program - Before the start of the school year, all new employees will be required to attend an orientation. The orientation will be developed and implemented through a joint Association-Administration Team. The orientation will include an overview of the mentoring program, training on district software, district and building procedures and policies, tour of the district and district buildings, school calendar, reviewing handbook, and other resources. The aforementioned Orientation Program in Section A shall be implemented in

the fall of 2024. Timelines can be adjusted by mutual consent of both parties.

- B. The mentor program shall provide tenured teachers the opportunity to mentor first year employees in the district. This program shall provide teachers newly employed with necessary daily routine procedures, subject matter preparation and materials, department procedures, district/board policies, evaluation procedures, discipline procedures, professional behavior and such other topics as the District, with input from the Association, deems appropriate. There shall be a District Mentoring Committee composed of three (3) Association members and three (3) administrators. They shall meet annually or as necessary to manage the mentor program. Only tenured teachers shall be eligible to be Mentors. Mentors will be selected by the SIEA executive board and the building principal. Staff participation in this program as Mentor shall be voluntary. Mentors shall not be considered evaluators for the purposes of the protégé formal evaluation. Protégé participants shall be defined as a teacher's first or second year of employment into SID5, teacher with an evaluation of needs improvement, or by recommendation. Teachers new to the teaching profession shall be required to participate. Experienced teachers new to SID5 shall participate at either: 1) the request of the District or 2) the request of the teacher. The Mentor's stipend shall be an annual sum of 5% of the base per protege. Mentors shall be released on an occasional basis for mentoring activities, such as classroom observation, preparation for protégé evaluation and significant meeting related to mentoring, subject to pre-approval by the building principal. Protégé release time shall not generally be required, but may be granted by the building principal. Credit for Mentor Activities are governed by the law pursuant to the Illinois Teacher License Renewal Process. Mentoring activities shall be eligible for PD Hours within the requirements of the Illinois Teacher License Renewal Process.

## **ARTICLE VI GRIEVANCE PROCEDURE**

A grievance is a claim by the Association, a teacher, or group of teachers involving an alleged violation, misinterpretation, or misapplication of the terms of this Agreement.

### **A. Definitions**

- a. A grievance is a claim by the Association, a teacher, or group of teachers involving an alleged violation, misinterpretation, or misapplication of the terms of this Agreement.
- b. All time limits consist of school days. Except when a grievance is submitted fewer than ten (10) days before the close of the current school term, then time limits shall consist of all week days. Timelines may be extended by mutual written consent.
- c. Nothing contained herein shall be construed as limiting the right of any teacher having a grievance to discuss the matter informally with his/her supervisor and having the grievance adjusted, provided the adjustment is not inconsistent with the terms of the agreement.

### **B. Procedure**

- a. STEP I - The grievant may present the grievance in writing to the immediately involved supervisor within fifteen (15) days of the event or reasonable knowledge of the event giving rise to the grievance, who will arrange for a meeting to take place within ten (10) days after receipt of the grievance. The grievant shall specify in writing the article and clause alleged to have been violated and stating the remedy sought. The Association's representative, the grievant, and the immediately involved supervisor shall be present for the meeting. Within ten (10) days of the meeting, the grievant and the Association shall be provided with the supervisor's written response, including the reasons for the decision.
- b. STEP II - If the grievance is not resolved at Step I, then the Association or grievant may refer the grievance to the Superintendent or the Superintendent's official designee within ten (10) days after receipt of the Step I answer. The Superintendent shall arrange with the Association representative for a meeting to take place within ten (10) days of the Superintendent's receipt of the appeal. Within ten (10) days of the meeting, the Association shall be provided with the Superintendent's written response, including the reasons for the decision.
- c. STEP III - If the grievance is not resolved at Step II, then the Association shall refer the grievance to the Board of Education. This will be completed within ten (10) days after receipt of the Step II answer.

The Board of Education will arrange with the Association representative for a meeting to take place within thirty (30) days of the Board's receipt of the appeal.

Within (10) days of the meeting, the Association shall be provided with the Board's written response, including the reasons for the decision.

- d. STEP IV - If the Association is not satisfied with the disposition of the grievance at Step III, the Association may submit the grievance to final and binding arbitration through the American Arbitration Association which shall act as administrator of the proceedings. If a demand for arbitration is not filed with the Employer within (30) days of the date of the Step III answer, then the grievance shall be deemed withdrawn.
  - i. Neither the Board of Education nor the Association shall be permitted to assert any grounds or evidence before the arbitrator which has not previously been disclosed to the party.
  - ii. The arbitrator, in his opinion, shall not amend, modify, nullify, ignore or add to the provisions of this Agreement. His authority shall be strictly limited to deciding only the issues presented to him in writing by the School District and the Association, and his decision must be based only upon his interpretation of the meaning or application of the express relevant language of the Agreement.
- C. Bypass – By mutual agreement, any step of the grievance procedure may be by-passed.
- D. Class Grievance – Class grievances involving one or more employees or one or more supervisors, and grievances involving an administrator above the building level may be initially filed by the Association at Step II.
- E. No Reprisals Clause – No reprisals shall be taken by the Employer against any employee because of the employee's participation or refusal to participate in a grievance.
- F. Any investigation, handling, or processing of any grievance by the grievant shall be conducted so that instructional programs and related work activities of the grievant or the teaching staff are not interrupted.
- G. With the Superintendent's approval, the grievant may be released from his/her regular assignment without loss of pay or benefits to attend the meetings specified in 2 A-C.
- H. Filing of Materials - All records related to a grievance shall be filed separately from the personnel files of the employee.
- I. Grievance Withdrawal - A grievance may be withdrawn at any level without establishing precedent.
- J. Failure of a teacher or Association to act on any grievance within the prescribed time limits will bar any further appeal. An Administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step. Time limits shall be extended by mutual consent.
- K. AAA Rules - By mutual agreement, the Expedited Arbitration Rules of the American Arbitration Association may be used instead of the voluntary Labor Arbitration Rules.
- L. Costs - The fees and the expenses for the arbitrator shall be shared equally by the parties.
- M. Each party shall bear the full costs for its representation in the grievance procedure.

- N. Court Reporter - If only one (1) party requests the presence of a court reporter, that party shall bear the cost of the reporter.
- O. Postponement - If only one (1) party requests the postponement of an arbitration hearing, that party shall bear the cost of such postponement.
- P. Settlement - By mutual agreement, a grievance may be settled at any step without establishing precedent.

## **ARTICLE VII LEAVES OF ABSENCE**

### **A. Sick Leave**

Regular certificated staff with 1-17 years of experience shall be entitled to fifteen (15) days of sick leave per year. Regular certificated staff with 18 years or more of experience shall be entitled to twenty (20) days of sick leave per year. Unused sick leave shall accumulate to a maximum of three hundred seventy (370) days, including the leave of the current year.

Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness, or death in the immediate/step family or household. The Superintendent and/or his designee shall monitor the use of employees' sick leave.

For the purpose of sick leave "immediate/step family" shall include parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians.

### **B. Sick Leave Bank**

It is understood by the parties that the "Sick Leave Bank" will remain in effect during the term of this Agreement as set forth below:

The intent of this Sick Leave Bank is to provide extended sick leave benefits to those persons who incur a period of catastrophic illness, injury or hospitalization. A person will be eligible for Sick Leave Bank benefits after using all personally accumulated sick leave and five (5) days of unpaid leave.

Certified personnel or their designated representative shall contact, in writing, the Governing Committee. In order to draw upon the Bank, a contributing member or their designated representative must make a request in writing five (5) days prior to the need to draw upon the Bank. A doctor's written verification of the member's illness will be required. The Governing Committee shall have the authority to make all determinations with regard to awarding withdrawals.

The Governing Committee shall consist of five (5) members. Three members shall be appointees of the Association President, and two members shall be appointed by the Superintendent. All matters that concern the policies of the Sick Leave Bank shall be made to the Governing Committee. Any changes in the Sick Leave bank policy must be approved by the Board of Education upon recommendation of the Governing Committee.

The last day to join the Sick Leave Bank for new participants is two (2) weeks after the start of any new school year or two (2) weeks after a full time certified staff is employed. Membership will be maintained throughout employment unless the governing committee

receives a written withdrawal from the employee.

Upon joining the Sick Leave Bank, each member will donate two (2) days, which will be deducted from his/her personally accumulated sick leave.

In no case shall the Sick Leave Bank provide more than twenty-five percent (25%) of the original Bank for the benefit of one (1) person. If a need for use of the Sick Leave Bank continues from one (1) school year to another, that person will be entitled to no more than the allotted day granted by the Governing Committee at the time application to the Sick Leave Bank was made.

Members will be assessed additional days to replenish the bank as needed.

Only members of the Sick Leave Bank are eligible to use days from the Sick Leave Bank. Members who use days from the Sick Leave Bank will not be required to repay sick leave days.

Members may not withdraw any donated sick days from the Bank except through the above procedures.

Bookkeeping for the Bank and the reserve bank will be done by a member of the Governing Committee who will report to the Governing Board at each of its meetings.

Retirees may donate unused sick days beyond 340 to the sick leave bank.

#### C. Personal Leave

Three (3) days of a member's earned sick days, explained in Article VII Section A, may be used as personal leave days. Employees may accumulate up to five personal days. Any unused personal days beyond five will rollover into sick days for the following school year.

The use of personal days is subject to the following conditions:

1. At least twenty-four (24) hours' prior written notice must be given the Principal. In emergency situations, as determined by the Principal, the twenty-four (24) hour notice requirement may be waived.
2. Such personal leave may not be used in increments of less one-half (1/2) day at a time.
3. Personal leave cannot be used during the first five (5) student attendance days and the last five (5) student attendance days of the school year without special advance written permission of the Superintendent. The Superintendent shall retain the prerogative to approve or disapprove all such requests.
4. These leave days are subject to the availability of a substitute.
5. No more than eight (8) teachers may be granted personal leave for the same day.

#### D. Bereavement Leave

The bereavement leave can be taken in non-consecutive increments up to (1) calendar



year after the death of the family member.

Employees shall be granted five (5) paid days of Bereavement Leave per incident connected with the death of a family member. For the purpose of this Article, immediate family shall include spouse, partner, children, father, mother, parents-in-law, legal guardian, brother, sister, grandmother, grandfather, grandchildren, cousins, aunts, uncles, nieces, or nephews or any step relative or in-law aforementioned.

Sick Leave Days may be used as an extension beyond the five (5) paid Bereavement Leave Days. Sick leave Days may be used for deaths outside of the aforementioned family members.

Superintendent may grant additional bereavement days for special circumstances as presented on an individual basis.

#### E. Maternity/Paternity Leave Request

Sick leave benefits in relation to pregnancy leave shall be subject to the following:

A teacher requesting maternity/paternity leave must do so in writing at least 60 days prior to the starting date of the leave. A 6 week / 30 day maternity/paternity leave will be granted. The leave will be paid if the teacher has enough sick leave accumulated, not to exceed 30 days. If there are not enough sick days to cover the leave the employee will be docked the remaining number of days that sick leave is not available.

Disabilities caused or contributed to by pregnancy, childbirth, or related medical conditions shall be considered as any other medical disability and the teacher may use sick leave days to the extent that she has them. Excessive teacher sick leave absence prior to the maternity leave commencing may indicate an extended disability.

**Extended maternity leave beyond 30 days** may be requested. The board will consider each request on an individual basis. All extended leave will be without pay, unless the extension is due to medical related complications caused by the pregnancy. Sick days will be allowed to be used on an extended maternity leave for medical reasons provided there is an order from the doctor stating the medical reasons requiring the extended time off.

#### F. Adoption Leave

Teachers will give notice of intent to adopt and will notify the Board as soon as they receive approval for the adoption. The leave of absence request shall be for a fixed period of time, determined by the Superintendent and the teacher, but not to exceed one (1) calendar year. Final disposition of the teacher's request shall be determined by the Board of Education. A teacher who is granted adoption leave shall not advance on the salary schedule if the leave of absence is longer than ninety (90) teacher attendance days.

Subject to the requirements of the insurance carrier, the teacher may continue enrollment in the medical insurance plan, provided the teacher pays the full premium amount.

#### G. Professional Leave

Each teacher may use one (1) professional day per year to attend a workshop or professional meeting in the teacher's field. An extension beyond the one (1) professional day per year, may be granted by the Superintendent. Professional meeting requests must be completed and given to the principals.

The principals will file the requests at the Board Office. The Superintendent has the discretion to approve or disapprove the professional meeting or extension requests. These requests will list the cost for mileage, meals, registration fee, hotel and other allowable expenses. After the professional meeting, a claim form must be filed with the Board Office to receive payment after the Board of Education meeting approving payment of bills. The claim will have attached a copy of the bills. These requests will list the cost of mileage, meals, registration fee(s), hotel and other allowable expenses within two (2) weeks of the meeting date.

#### Additional Workshop Request

When a teacher has utilized their one professional leave day and with administrative approval, a teacher may attend 1 additional workshop not longer than 2 days in length provided it is not in August or May. It is understood that attendance to an additional workshop is at the total expense of the teacher (registration, mileage, meals, & lodging). The District will pay substitute costs and individual teacher's salary for the length of additional workshops.

#### Mileage

A teacher who drives to and from the meetings shall be reimbursed at the IRS mileage rate. In case of more than one (1) teacher attending a workshop, the District shall only be responsible for mileage costs of one (1) automobile. The IRS rate in August will be used for the school year.

#### Meal Allowance

The maximum amount of the daily meal allowance for approved workshop(s) is \$28.00.

#### H. Jury Service

There shall be no loss in salary because of jury duty, provided the teacher reimburses the Board equal to the amount received for daily compensation of a juror, excluding travel, lodging, meals, etc.

## I. Subpoena Leave

If a teacher is subpoenaed as a third-party witness by a court of competent jurisdiction regarding a child abuse case, the teacher shall be excused with no loss of pay, provided the teacher reimburses the Board any fees earned (if any).

**ARTICLE VIII**  
**NOTIFICATION OF ASSIGNMENT**

- A. Vacancies will be posted in attendance centers and School Board office.
  
- B. When possible, tenured teachers will be given tentative notice of their building assignments, class and/or subject assignment and room assignment for the forthcoming year  
by the last teacher work day of school year. In the event that a teacher's assignment changes, the teacher will be notified.
  
- C. Involuntary Transfers  
Any teacher who is to be involuntarily transferred to another building (excluding extracurricular assignment changes) shall be afforded prior notice and, upon the teacher's request, an opportunity to discuss the reasons for the transfer with the administration. The only responsibility of the administration is to inform the affected teacher(s) prior to such transfer and afford the teacher(s) an opportunity to discuss the involuntary transfer. The Board retains its authority to make the final decision regarding the involuntary transfer of any employee.
  
- D. Involuntary Transfers for Teachers in Grades K-6  
Prior to the involuntary transfer of teachers in grades Kindergarten through sixth (K-6) due to the changes in the number of sections in a particular grade, the building principal will seek volunteers. If no one volunteers, the superintendent and the building principal will meet with all teachers of affected grade levels in a group meeting to decide the best possible course of action.

## **ARTICLE IX TEACHER EVALUATION**

An educator evaluation system is an ongoing, collaborative process among district administration, educators, and Schuyler Industry Education Association leadership.

A. The following shall apply to teacher evaluation in the District:

1. Evaluation Committee

- a. The committee shall be appointed with an equal number of union appointees and administrative appointees.
- b. One administrator and one union member shall serve as co-chairs of the committee.
- c. The committee shall establish a meeting schedule no later than October 1 of each year.
- d. The committee will meet to establish the Evaluation Handbook and to review the handbook annually.
- e. The committee will determine evidence requirements.
- f. The committee will agree upon the RIF process.
- g. The committee will use input from all committee members to make its decisions.

2. No teacher shall be evaluated by an administrator who has a familial relationship with him/her or a familial relationship to student or paraprofessional assigned to the teacher's class.

3. Procedural Requirements

- a. Probationary teachers shall be formally observed one time per semester with the final evaluation occurring before the March school board meeting.
- b. Formal observations for all teachers may occur September the first week of September through the first week of May.
  - i. The evaluator and the teacher will hold a pre-conference to discuss the lesson and the domains/standards that will the lesson will address.
  - ii. Within ten school days of the observation, the evaluator will hold a post-conference with the teacher to discuss the formal evaluation.
  - iii. During the formal observation, post-conference, the evaluator will indicate the domains where a teacher may provide additional evidence for the summative evaluation.
    1. Administrators and teachers will collaborate to collect evidence of good teaching practices according to the Danielson Model.
    2. Teachers will be given the opportunity to demonstrate evidence of unobserved domains.

c. Informal Observations may occur September 1 through May 15.

- i. Feedback for informal observations shall be subject to the same requirements as the code requirement for formal observations. If the

information is to be used in the summative evaluation, it shall be given to the teacher in writing within ten school days of the observation.

- ii. A minimum of 10 informal observations are required within the two-year summative evaluation process.
4. Teachers shall have the right to representation of their choice when required to appear before the Board of Education or the administration concerning disciplinary action. Further, when called before the Board, the teacher shall be provided in writing with reasons for the meeting. Such notification shall be given not less than forty-eight (48) hours prior to the scheduled meeting. Pre- and post-evaluation conferences, however, are specifically excluded from this right to representation unless agreed upon by management.

**ARTICLE X**  
**SALARY AND BENEFITS**

A. Sheltering Teacher Retirement Contribution

According to authority granted by the Pension Reform Act of 1974, Section 414(h) (2) of the Internal Revenue Code, the Board of Education agrees to pay 10.3735% to the Teacher Retirement System on behalf of each teacher.

B. Tuition Reimbursement

Teachers shall be reimbursed at a rate of one hundred and 00/100 Dollars (\$100.00) per credit hour for up to Sixty (60) hours during the employment of the teacher in the Schuyler-Industry C.U.S.D. #5. The teacher shall present a request for course subject approval on the designated form to the Superintendent (see No. 5).

1. Within (30) days of receiving the request, the Superintendent will notify in writing, his acceptance or rejection of the course. If no written notice is given by the Superintendent, the request shall be deemed denied.
2. All hours must be earned at an accredited university or college.
3. Satisfactory completion of the course must be demonstrated by submitting an official grade card or transcript to the Superintendent's office. In order for the teacher to advance horizontally on the salary schedule, an official transcript must be on file in the District's administrative office no later than the first Tuesday in September (See Article X, C).

C. Advancement on Salary Schedule

Teachers may be advanced on the salary schedule provided the following requirements have been met:

1. All courses must be graduate level and receive graduate credit, be part of a master's degree program, or be preapproved by the Superintendent.
2. All hours must be earned at an NCREL accredited university or institution.
3. An official transcript from the university demonstrating successful completion must be on file in the District's administrative office no later than the first Tuesday in September.
4. B average or better must be earned in the course of study.

Teachers shall be advanced to the appropriate earned step on the salary schedule only at the beginning of the academic year.

D. Medical Insurance

The Board shall pay the cost of the individual monthly premium of the individual employee

medical and dental insurance plan.

An advisory committee to the Board of Education, consisting of no more than one (1) Association member per building (4 in total) and no more than four (4) Board members and/or administrators, will be formed to make a recommendation regarding possible changes in the insurance plans, carrier and benefits levels. It is noted that such recommendations are advisory only, and any change in the current carrier and/or benefits is the sole decision of the Board of Education. This committee shall meet once per semester.

A teacher may authorize the Board to deduct from the teacher's pay additional premiums required for family coverage.

The Board reserves the right to choose insurance plans and carrier. The above Board paid insurance premium includes a Ten Thousand and 00/100 Dollars (\$10,000) life insurance policy.

E. Flex Benefit Plan

According to the authority granted under Section 125 of the Internal Revenue Code, teachers who elect to shelter eligible benefits may do so by completing the appropriate election forms provided by the District.

The teacher agrees to follow all the rules and regulations of the Internal Revenue Code regarding the sheltering of such contributions. The District shall not be responsible for the failure of the above plan to meet the writing, enforceability, etc., as determined by the Internal Revenue Code. Should any of the above be declared improper by an Internal Revenue ruling or opinion, that clause or portion thereof shall be deleted from this Agreement to the extent it violates the ruling or opinion. Any individual financial liability because of an adverse ruling by the Internal Revenue Service shall be borne by the individual employee.

Any subsequent administrative fees will be paid by the individual employee through payroll deduction.

F. 403b Plan

The district will offer a 403(b) Plan, which abides by the current IRS guidelines.

G. Sick Day Reimbursement

By law, the District is required to submit ALL accumulated sick leave to the Teachers' Retirement System at the time of the employee's retirement. The District will pay the retiring teacher \$50 per day, up to 50 days of their accumulated sick leave days that TRS deems not applicable to the members' maximum years' service credit.



It is the teacher's responsibility to contact TRS Member Services Department to request documentation verifying this information. The information should state that based on the Supplementary Report, the Employer reported "X" number of unused sick days, of which, "X" number of days is needed for the teacher to retire at maximum years TRS Service Credit.

The teacher will need to forward the TRS verification documentation to the Board Office. Upon receipt, the teacher will be paid in the next applicable payroll cycle.

Note: The number of accumulated sick leave days is not only used as a determining factor for a teacher to reach the maximum years of service credit requirement. The unused sick days go toward total service credit which may reduce 2.2 upgrade costs resulting in an excess contribution refund to members.

#### H. Retirement Incentive Benefits

An employee tendering an irrevocable letter of resignation to a Teacher Retirement System (TRS) Retirement program on a date certain in the future in conformance with the following conditions shall be eligible for a retirement incentive in up to each of his or her final four (4) years of teaching service subject to the following conditions:

1. The teacher shall have a minimum of Five (5) years of continuous full-time service in the Schuyler-Industry CUSD #5 on the intended dated of retirement.
2. The teacher shall be at least sixty (60) years of age on or before December 31 of the year of retirement or will be at least fifty-five (55) years of age and will have at least thirty-five (35) years of creditable service and will not retire under the statutory Early Retirement Option.
3. The teacher shall have tendered to the Board a binding, irrevocable resignation for a date certain in the future. The teacher's notice may be given up to four (4) years prior to retirement or by September 15 during the year up to and including the school year of retirement. The pre-retirement period may be from one (1) to four (4) years in length depending upon the date the letter of resignation is received by the Board and the specified date of retirement.
4. Any employee considering retirement and qualification for this incentive must meet with the district Superintendent prior to submitting application for retirement to determine eligibility.

"TRS creditable earnings," wherever that phrase is used in the entirety of this provision (Retirement Incentive Award Payment), shall mean total TRS creditable earnings including pension payment.

This agreement presumes the teacher will fully perform all of his or her duties during the term of this agreement. Any reduction in teacher performance (dock days, quitting an extra duty, or leaves of absence without pay, for example) during the term of this agreement shall result in a corresponding reduction in salary and benefit amount.

In exchange for the teacher's binding, irrevocable resignation on a date certain, the District agrees to remove the teacher from the salary schedule and for each year of eligibility, the teacher's TRS creditable earnings will be increased by the following percentages over the teacher's TRS creditable earnings for the prior year of employment except as otherwise provided herein: 3% the first year and by six percent (6%) each of the last three years of the retirement agreement.

Examples:

A teacher applies for the award one year before retirement. The teacher's TRS creditable earnings for 2007 - 2008 were \$40,000. The teacher's final year TRS creditable earnings (2008 - 2009) will be \$42,400 ( $\$40,000 \times 1.06 = \$42,400$ ).

A teacher applies for the award three years before retirement. The teacher's TRS creditable earnings for the 2007 - 2008 school year were \$40,000. The teacher's first year TRS creditable earnings will be \$42,400 ( $\$40,000 \times 1.06 = \$42,400$ ). The teacher's second year TRS creditable earnings will be \$44,944 ( $\$42,400 \times 1.06 = \$44,944$ ). The teacher's final year TRS creditable earnings will be \$47,640 ( $\$44,944 \times 1.06 = \$47,640$ ).

If a teacher has an extra duty obligation at the commencement of the retirement incentive program and ceases to perform those services or is removed/terminated from any of those duties during the retirement incentive program period, the calculation of the teacher's six percent (6%) increase shall be reduced by the amount of the extra duty compensation.

Example:

A teacher applies for the award three years before retirement. The teacher's creditable earnings for the 2007 - 2008 school year were \$40,000. The teacher's first year creditable earnings will be \$42,400 ( $\$40,000 \times 1.06 = \$42,400$ ). The teacher's second year creditable earnings will be \$44,944 ( $\$42,400 \times 1.06 = \$44,944$ ). The teacher ceases to perform an extra duty assignment in his or her final year of employment for which he or she would have been paid \$2,000 (TRS creditable earnings). The teacher's final year creditable earnings will be \$45,640 ( $\$44,944 \times 1.06 = \$47,640 - \$2,000 = \$45,640$ ).

Once an irrevocable letter of retirement is submitted, the employee will not be assigned, nor may an employee apply for or assume any additional duty (extra duty or additional work hours, days, weeks, or months) that would increase the employee's TRS gross income above the six percent (6%) provided for herein.

If a teacher fails to complete the pre-retirement period, leaves the District prior to the designated retirement date, or otherwise retires under the statutory Early Retirement Option

causing the District to have to pay a penalty or other monies not contemplated herein to TRS, the District shall be entitled to damages for breach of contract against the teacher in an amount equal to the retirement award payment received by the teacher, including tax and retirement withholdings. Upon complete reimbursement of such amount to the District, the teacher shall be entitled to any general wage increase that would have been applicable during the pre-retirement period.

In no event will a teacher subject to this provision receive an increase in any year covered by this provision of TRS creditable earnings in excess of six percent (6%) of the prior year's TRS creditable earnings.

Status quo in the event of a change in the law or a rules change or interpretation by TRS subsequent to the incorporation of this provision into any contract shall be compliant with this provision (to the extent possible without penalty or additional cost to the District) but under no circumstances shall status quo be interpreted to require the District to incur any assessment or penalty not contemplated by the parties at the time this provision was bargained. No penalty of any kind except as expressly and explicitly provided for herein was contemplated by the parties at the time this provision was bargained. If and when bargaining begins pursuant to a demand to bargain (resulting from a change in the law, rules change or interpretation by TRS) and if and when no agreement can be reached on the issue, the employer shall not be required to distribute any monies in a fashion that would result in any increased cost to the District due to a TRS assessment or penalty resulting from the change in the law or a rules change or interpretation by TRS or legislative change beyond the negotiated contribution amount paid on behalf of the employee (9.4% of creditable earnings up to 106% of the previous year's TRS gross; all as permitted without penalty) including any incentive amount that would not result in additional assessment or penalty.

This provision is tentatively agreed to and ratified with the understanding that it will be submitted to TRS for review to obtain reasonable assurance from TRS that the District will incur no penalties or additional assessments resulting from it, and that it is not otherwise problematic to TRS. If TRS should have objections or advises that the District will incur penalties by reason of this paragraph, then before this provision becomes effective, it shall be revised through the negotiation process as necessary based upon findings from the TRS and resubmitted and revised until reasonable assurance from TRS is obtained.

#### I. Special Retirement Option

In unique circumstances the Schuyler Industry Board of Education may elect to offer a stipend, a maximum of 12%, as a retirement incentive to an educator who has not elected to take advantage of the bargained retirement incentive. The teacher must be eligible for retirement, having reached the age of 60 or having accumulated thirty-five years of service.

## J. Pay Periods

All employees shall be paid over a 12 month period on the 15th and 30th of each month. Should the 15th or 30th fall on a holiday, Saturday, or Sunday, the employees shall receive their pay on the last working day prior to the pay date.

Payroll adjustments (ie. internal subbing, mileage, ect.) will be paid on the 30th pay date. This will begin in FY 26.

## **ARTICLE XI TERMS OF AGREEMENT**

### **A. No Strike**

During the term of this Agreement, teachers shall not participate in a strike in whole or in part. Strike means an employee's refusal in concerted action with others to report for duty, or his or her willful absence from his or her position, or his or her stoppage of work, or his or her absence in whole or in part from the full, faithful or proper performance of his or her duties of employment, for the purpose of inducing, influencing or coercing a change in the conditions, compensation, rights, privileges or obligations of public employment.

### **B. Savings Clause**

Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that article, section, or clause shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, sections, and clauses shall remain in full force and effect for the duration of this Agreement.

### **C. Complete Understanding**

The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties. The terms and conditions may be modified only through the written mutual consent of the parties.

The Association agrees that all negotiable items have been discussed during the negotiations leading to this Agreement, and agrees that negotiations will not have to be reopened on any item, whether contained in this Agreement or not, nor will negotiations be reopened on the effect of any permissible management action, during the life of this Agreement. The operating of schools and the direction of staff are vested exclusively in the School Board.

### **D. Management Rights**

The Board shall not be required to bargain over inherent managerial policy which shall include the following areas of discretion or policy:

1. The functions of the Board
2. Standards of service
3. The Board's overall budget
4. Selection of new employees
5. Direction of all employees

## APPENDIX A: CERTIFIED SALARY SCHEDULE

2024-25

STEP	BA	BA+8	BA+16	BA+24	MA	MA+8	MA+16	MA+24
1	41,200	41,200	41,200	41,200	41,200	42,024	42,864	43,722
2	41,450	41,450	41,450	41,450	41,450	42,024	42,864	43,722
3	41,700	41,700	41,700	41,700	41,700	42,024	42,864	43,722
4	41,950	41,950	41,950	41,950	42,024	42,864	43,722	44,596
5	42,200	42,200	42,200	42,532	42,864	43,722	44,596	45,488
6	42,400	42,400	42,632	42,864	43,722	44,596	45,488	46,398
7	42,600	42,732	42,864	43,722	44,596	45,488	46,398	47,326
8	42,800	42,864	43,722	44,596	45,488	46,398	47,326	48,272
9	42,864	43,722	44,596	45,488	46,398	47,326	48,272	49,238
10	43,722	44,596	45,488	46,398	47,326	48,272	49,238	50,223
11	44,596	45,488	46,398	47,326	48,272	49,238	50,223	51,227
12	45,488	46,398	47,326	48,272	49,238	50,223	51,227	52,252
13	46,398	47,326	48,272	49,238	50,223	51,227	52,252	53,297
14	47,326	48,272	49,238	50,223	51,227	52,252	53,297	54,363
15	48,272	49,238	50,223	51,227	52,252	53,297	54,363	55,450
16	49,238	50,223	51,227	52,252	53,297	54,363	55,450	56,559
17	50,223	51,227	52,252	53,297	54,363	55,450	56,559	57,690
18	51,227	52,252	53,297	54,363	55,450	56,559	57,690	58,844
19	52,252	53,297	54,363	55,450	56,559	57,690	58,844	60,021
20			55,450	56,559	57,690	58,844	60,021	61,221
21					58,844	60,021	61,221	62,445
22					60,021	61,221	62,445	63,694

STEP	BA	BA+8	BA+16	BA+24	MA	MA+8	MA+16	MA+24
1	42,436	42,436	42,436	42,436	42,436	43,285	44,150	45,033
2	42,686	42,686	42,686	42,686	42,686	43,285	44,150	45,033
3	42,936	42,936	42,936	42,936	43,285	44,150	45,033	45,934
4	43,186	43,186	43,186	43,285	44,150	45,033	45,934	46,853
5	43,436	43,436	43,793	44,150	45,033	45,934	46,853	47,790
6	43,686	43,918	44,150	45,033	45,934	46,853	47,790	48,746
7	43,936	44,150	45,033	45,934	46,853	47,790	48,746	49,721
8	44,150	45,033	45,934	46,853	47,790	48,746	49,721	50,715
9	45,033	45,934	46,853	47,790	48,746	49,721	50,715	51,729
10	45,934	46,853	47,790	48,746	49,721	50,715	51,729	52,764
11	46,853	47,790	48,746	49,721	50,715	51,729	52,764	53,819
12	47,790	48,746	49,721	50,715	51,729	52,764	53,819	54,895
13	48,746	49,721	50,715	51,729	52,764	53,819	54,895	55,993
14	49,721	50,715	51,729	52,764	53,819	54,895	55,993	57,113
15	50,715	51,729	52,764	53,819	54,895	55,993	57,113	58,256
16	51,729	52,764	53,819	54,895	55,993	57,113	58,256	59,421
17	52,764	53,819	54,895	55,993	57,113	58,256	59,421	60,609
18	53,819	54,895	55,993	57,113	58,256	59,421	60,609	61,821
19	54,895	55,993	57,113	58,256	59,421	60,609	61,821	63,058
20			58,256	59,421	60,609	61,821	63,058	64,319
21					61,821	63,058	64,319	65,605
22					63,058	64,319	65,605	66,917

2025-26

2026-27

STEP	BA	BA+8	BA+16	BA+24	MA	MA+8	MA+16	MA+24
1	43,709	43,709	43,709	43,709	43,709	44,583	45,475	46,384
2	43,959	43,959	43,959	43,959	44,583	45,475	46,384	47,312
3	44,209	44,209	44,209	44,583	45,475	46,384	47,312	48,258
4	44,459	44,459	44,583	45,475	46,384	47,312	48,258	49,224
5	44,709	45,092	45,475	46,384	47,312	48,258	49,224	50,208
6	44,959	45,475	46,384	47,312	48,258	49,224	50,208	51,212
7	45,475	46,384	47,312	48,258	49,224	50,208	51,212	52,236
8	46,384	47,312	48,258	49,224	50,208	51,212	52,236	53,281
9	47,312	48,258	49,224	50,208	51,212	52,236	53,281	54,347
10	48,258	49,224	50,208	51,212	52,236	53,281	54,347	55,434
11	49,224	50,208	51,212	52,236	53,281	54,347	55,434	56,542
12	50,208	51,212	52,236	53,281	54,347	55,434	56,542	57,673
13	51,212	52,236	53,281	54,347	55,434	56,542	57,673	58,827
14	52,236	53,281	54,347	55,434	56,542	57,673	58,827	60,003
15	53,281	54,347	55,434	56,542	57,673	58,827	60,003	61,203
16	54,347	55,434	56,542	57,673	58,827	60,003	61,203	62,427
17	55,434	56,542	57,673	58,827	60,003	61,203	62,427	63,676
18	56,542	57,673	58,827	60,003	61,203	62,427	63,676	64,949
19	57,673	58,827	60,003	61,203	62,427	63,676	64,949	66,248
20			61,203	62,427	63,676	64,949	66,248	67,573
21					64,949	66,248	67,573	68,925
22					66,248	67,573	68,925	70,303

\*Longevity will be 4% each year of the contract

- Teachers in longevity that move horizontally on the scale for hours earned will follow the agreed upon increases:

	500	500	500	1000	1000	1000	1000	
Step	B	B+8	B+16	B+24	M	M+8	M+16	M+24

## **APPENDIX B**

### **Extra-Duty Charts**

- A. Seniority for Coaches - An employee shall maintain years of service when transferring position/level within the same sport. Stipends for extra duty assignments will be based on column 1 row 5 cell of the salary schedule. Vacant Positions - It should be noted that if any of the following items are not in existence during a given year, the stipend will not be paid.
- B. Employees currently holding extra-duty positions are grandfathered under their current percentage.



## Athletics

<b>Sport</b>	<b>1<sup>st</sup> Year</b>	<b>3<sup>rd</sup> Year</b>	<b>5<sup>th</sup> Year</b>
<b>Football</b>			
HS Head Football	14%	15.5%	17%
HS Assistant (4)	9%	10%	11%
8th	8%	9%	10%
7 th	8%	9%	10%
<b>Basketball</b>			
HS Head Boys	14%	15.5%	17%
HS Boys Assistant (2)	9%	10%	11%
HS Head Girls	14%	15.5%	17%
HS Girls Assistant (2)	9%	10%	11%
8 <sup>h</sup> Boys	8%	9%	10%
7 <sup>th</sup> Boys	8%	9%	10%
8 <sup>th</sup> Girls	8%	9%	10%
7 <sup>th</sup> Girls	8%	9%	10%
5 <sup>th</sup> Boys/Girls	4%	5%	6%
6 <sup>th</sup> Boys/Girls	4%	5%	6%
<b>Volleyball</b>			
HS Head	14%	15.5%	17%
HS Assistant	9%	10%	11%
8 <sup>th</sup> Grade	8%	9%	10%
7 <sup>m</sup> Grade	8%	9%	10%
6 <sup>th</sup> Grade	4%	5%	6%
5 <sup>th</sup> Grade	4%	5%	6%
<b>Baseball</b>			
Varsity	9%	10.5%	12%
JV	6%	7%	8%
Assistant	6%	7%	8%
MS Head	4%	5%	6%
MS Asst.	3%	4%	5%
<b>Softball</b>			
Varsity	9%	10.5%	12%
JV	6%	7%	8%
Assistant	6%	7%	8%
MS Head	4%	5%	6%
MS Asst.	3%	4%	5%

<b>Golf</b>			
Head Boys	9%	10.5%	12%
Head Girls	9%	10.5%	12%

<b>Sport</b>	<b>1<sup>st</sup> Year</b>	<b>3<sup>rd</sup> Year</b>	<b>5<sup>th</sup> Year</b>
<b>Track</b>			
HS Boys	9%	10.5%	12%
HS Boys Assistant	6%	7%	8%
HS Girls	9%	10.5%	12%
HS Girls Assistant	6%	7%	8%
MS Boys	6%	7%	8%
MS Boys Assistant	4%	5%	6%
MS Girls	6%	7%	8%
MS Girls Assistant	4%	5%	6%
<b>Cross Country</b>			
HS Boys/Girls Head (1)	7%	8.5%	10%
HS Assistant	5%	6%	7%
MS Boys/Girls Head (1)	4%	5%	6%
MS Assistant	3%	4%	5%
HS Athletic Director	7.5%	8.25%	9%
MS Athletic Director	7.5%	8.25%	9%
Dance Line	3%	4%	5%
Special Olympics (3)	4%	5%	6%
Drill Team	3%	4%	5%
<b>Cheerleading</b>			
HS Football Cheer	5%	6%	7%
HS Basketball Cheer	8%	9%	10%
MS Football Cheer	2%	3%	4%
MS Basketball Cheer	2%	3%	4%
HS Scholastic Bowl	4%	5%	6%

## Extra-Curricular Duty Chart

Group	1 <sup>st</sup> Year
Freshman Sponsor (2)	1.5%
Sophomore Sponsor (2)	1.5%
Junior Sponsor (2)	1.5%
Senior Sponsor (2)	1.5%
International Club	1%
National Honor Society	1%
Team Quest	4%
Assistant High School Scholastic Bowl	3%
Prom (Up to 2)	4%
Art Club	4%
Student Council/Homecoming (3 Positions)	9%
Band	7%
Drama Club Director	7%
Drama Technical Director	6%
Drama Design Director	6%
Performing Arts Center Director	5%
Vocal Music	7%
FFA	9%
Bus Chaperones	\$12.00
Ticket Taker	\$20.00
Weight Room Sponsor (Up to 3)	6%
Yearbook (re-echo)	7%
<b>Middle School</b>	
7/8 Student Council	2%
Yearbook	2%
Vocal Music	3%
Spring Party (Up to 2)	1%
Band	3%
Team Quest	2%
Quiz Bowl	3%
Ticket Taker	\$20.00

<b>Elementary Schools</b>	1 <sup>st</sup> Year
Musicals	2%
Yearbook	2%

Current extra duty employees will be grandfathered at their current percentage.

### **Other Duties**

Drivers Education	Rate for the 3 years of contract: \$28.28
State Qualified Speech Pathologist	\$6,000 Stipend
Social Worker	\$6,000 Stipend
District School Nurse	Salary + \$8,000 Stipend (Placement on salary schedule can allow for up to years of experience and education)
Saturday Detention	\$75.00 per three hours
Early Bird Detention	\$25.00 per hour
In-School Suspension per period covered by preparation period pay	

Summer workshops/trainings - Certified staff who attend a workshop/training, provided or required by the district during the summer, shall earn \$30.00 per hour. Teachers must file a claim with the board office, providing a copy of their CPDU's in order to receive reimbursement.

If the Board of Education offers extended contracts, the following positions will receive additional pay for the number of days specified. Nothing prohibits the Board from decreasing or eliminating any extended contracts provided the affected employees are notified of such reductions at least 45 days prior to the end of the school year.

Guidance/Academic Advisor	25 days
School Nurse	5 days
Agriculture	20 days
Industrial Arts	5 days
Middle School Band	5 days
High School Band	10 days
MS Athletic Director	5 days prior to the beginning of the school year 5 days after the school year ***Dedicated 2 periods for AD if certified teaching position fills the AD position

HS Athletic Director

5 days prior to the beginning of the school year

5 days after the school year

\*\*\*Dedicated 2 periods for AD if certified teaching position fills the AD position

- Windshield time for driving vans and activity busses coaches and sponsors - pay at current bus hourly driver rate